



Welcome

Parents' Forum 1 February

Attendance and Punctuality



Attendance



Why is attendance important?

Research Shows

- Attendance is a key factor in academic achievement
- Clear link between attendance and student engagement
- Strong correlation between attendance and success
- Helps the personal development of children as they are with their friends and learn crucial socialising skills.
- Helps with positive mental wellbeing being.



When/how do we record attendance?

- Attendance officers record and track attendance.
- Pupils will get an AM/PM mark. If they miss either of these marks, this impacts on their overall attendance.
- **You are only allowed 5 days throughout the school year to self certify an illness absence without medical evidence. Days after this are unauthorised.**
- SEASS (South East Attendance Advisory Service) workers monitor attendance and challenge concerning or very concerning attendance.
- Home visits carried out to pupils who have concerning attendance to ensure pupils are safe and to encourage to return.



What is the difference between an authorised and unauthorised absence?

- **Authorised** - An acceptable reason for missing school.
 - Medically evidenced reasons (with a letter)
 - Bereavement
 - Severe Illness or injury.

- **Unauthorised** - Non-acceptable reason for missing school.
 - Headache (unless prescribed medication)/Belly ache/Runny nose
 - Holidays (LOAF forms must be completed and handed to headteacher)
 - Parent/Relative collecting for no valid reason.
 - No medical evidence seen
 - COVID - Unless LFT evidence seen.



How many days off do you think this attendance correlates to?

Attendance (%)	Days off (A year)	Rating
100		Perfect
98		Impressive
96		Good
95		Almost Good
90		Concerning
80		Serious Concerns

DQ: how does attendance and punctuality affect the success of our pupils?



Attendance Ladder

- Criteria used to measure attendance
- 96% attendance is seen as being on target.
- Below 96% opens a concern which can lead to fast track meetings.

Attendance Ladder

Equates to number of school days off each year





How can you help your child's attendance?

- Speak to your child regularly about their day
- If you come across any issues, please let us know and we can support.
- Get uniform ready the night before so everything is set for the morning and they are not looking for uniform.
- If your child walks or you drive, leave enough time for them to get there before 8:30 and account for traffic.
- Call the school as soon as possible to let us know your child is ill and when they may be back.
- Avoid holidays during school time.



Attendance Matters!

When you're in school you ...



Have fun



Make new friends

Gain qualifications



Achieve



Experience new things



Develop new skills

Build your confidence and self esteem



Develop awareness of other cultures, religion, ethnicity and gender differences

Have the best possible start in life!

How can I help my child improve their attendance?



What is my child's current attendance?

You can keep track of your child's attendance by looking at the report page on your My Child at School (MCAS). We update this weekly and we also send a termly report as well.

Is my child too ill for school?

It can be tricky deciding whether or not to keep your child off school when they're unwell. As we are in the colder months, it is a good time to share ["Is my child too ill for school?"](#) resource to help you.



[Kentresiliencehub.org.uk](https://www.kentresiliencehub.org.uk)

A resource that helps young people, parents and carers to understand emotional wellbeing and resilience.

<https://www.minded.org.uk/>

Free educational resource to support children and young people with mental health.





Punctuality



What is punctuality and how can it affect pupils?

- **Punctuality** - Being on time to school.
- School pips go at **8:30**
- Pupils have 5 minutes to get to their lesson and must be in lesson by **8:35**.
- Any pupil not in lesson by 8:35 is given an 'L' mark.
- This affects their overall attendance and they miss out on vital learning.



If in a school year, you are late every day by...	You would have lost approximately...	or you would have missed approximately...
5 Minutes	3.5 Days from School	18 Lessons
10 Minutes	7 Days from School	35 Lessons
15 Minutes	10 Days from School	50 Lessons
20 Minutes	14.5 Days from School	73 Lessons
30 Minutes	22 Days from School	110 Lessons



What are some common reasons that pupils give as to why they are late?

- Woke up late
- Missed bus
- Forgot PE kit
- **TRAFFIC**
- **NO REASON**



What can you do to help improve your child's punctuality?

- Check MCAS app to see their attendance
- Make every effort to schedule doctor, dentist, and other appointments after school hours.
- If your child must be out of school for an appointment, get him/her back to school for at least part of the school day.
- Plan holidays when school is not in session.



Any Questions?